



OVERSEAS STUDENTS' FEES AND CHARGES

2023

	Option 1	Option 2	
Tuition Fees	2023 in advance by 1 February 2023	By instalments (annual total)	per semester
Preparatory School (day students Years 1-6)	\$30,245	\$30,665	\$15,333
Senior School Tuition	\$36,039	\$36,645	\$18,323
Senior School Boarding	\$25,010	\$25,520	\$12,760
Senior School (Total)	\$61,049	\$62,165	\$31,083

- There are no added charges for bus fares for school term activities, the *Forward* magazine or curriculum based excursions.
- Music tuition fees are not included in annual school fees and charges and are payable upon registration of instrumental or vocal lessons.
- For boarders, the fees cover board, laundering, and routine nursing.
- Camps are compulsory and the cost will be included on the Annual Fee Account which is non-refundable.
- The \$500 Maintenance Bond for boarders is invoiced on the first term's fee statement for new boarders. Bond is refundable upon the student leaving boarding and all outstanding accounts being settled. Parents may opt to donate this bond to School Building Fund upon leaving.

CRICOS provider code 00437D

Guildford Grammar School is registered on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) to accept students from Years 1 to 12.

International air travel

Parents are requested to note the commencement and final dates for each term and make travel arrangements to adhere to those dates. Please note that the School will not fund the cost of air travel for students.

Payment of accounts

Parents may choose to pay a discounted annual fee by 1 February 2023, alternatively, the full annual fee may be paid in two equal instalments prior to the first day of each Semester.

The Principal will not permit further tuition to be provided for any student whose fees are not received by the due date and parents need to be aware that a student's visa may be affected should this occur. Parents experiencing difficulties in meeting their fee commitment should discuss alternative arrangements with the Finance Office.

Please ensure that when mailing payments, sufficient postage time is allowed to ensure the payment is received in the Finance Office by the due date.

Payment by BPAY

Payment may be made by telephone or over the internet through your financial institution using your cheque, savings or credit card. Details of the School's biller code and reference number will appear on your statement.

Payment by credit card

The School accepts payment by Mastercard, Amex or Visa. This service does, however, attract a merchant fee which will be added to your school account should you wish to pay by this method. This fee is currently 0.75% for Mastercard or Visa, and 1.75% for American Express, for all credit card payments. Payment may of course be made by debit card, cheque or direct debit which does not attract this fee.

Withdrawal of a student

The Principal must be given notice in writing prior to the removal of a student. Any resulting refund from the withdrawal of a student is calculated as per the Refund Schedule in the current Overseas Students' Fees and Charges brochure.

Application fee

A non-refundable fee of \$150 is payable when the completed application form is sent to the School. The registration fee will be fully refunded if the School is unable to offer a place.

Acceptance/endowment fee

A capital contribution of \$4,000 is payable in respect of the first child accepting a place at the School. The fee is reduced by \$1,000 for entrance at Year 11 and by \$2,000 for entrance at Year 12.

Medical health cover

Overseas Student Health Cover (OSHC) is mandatory for all students on student visas to cover medical expenses arising from accident or illness. In an emergency, your child will be taken to the School Medical Centre or Public Hospital. All students must be covered by the health cover held by the parents.

Other insurance

Worldwide personal accident insurance (including a tutorial benefit) is provided for all students taking part in School activities or work experience. Details are available from the Director of Finance via vernon.thompson@ggs.wa.edu.au or (+618) 9377 9203. It is strongly recommended that parents check their insurance policies to ensure adequate medical, personal property and liability cover as the School cannot accept responsibility for accidents or injuries beyond the benefits of the private health cover or for loss or damage to personal effects.

Goods and Services Tax (GST)

The School reserves the right to pass on any GST that may be applicable.

School Curriculum and Standards Authority

The School Curriculum and Standards Authority of Western Australia charges an administration fee to all overseas students. These charges are included in the tuition fees for the School.

Complaints and appeals

Other than those issues already covered within the School's Complaints Handling Procedure: Concerns, Complaints and Grievances and the FFPOS Complaints and Appeals Policy, any grievance regarding finances is handled by the Director of Finance, whilst academic grievances will be dealt with by the Director of Teaching and Learning. Where an issue is not satisfactorily resolved, this can be referred to an external complaints and appeals adjudicator as stipulated in the FFPOS Complaints and Appeals Policy. The School's FFPOS Complaints and Appeals Policy can be obtained from www.ggs.wa.edu.au or directly from the School.

Music tuition

Sub-School	Type	Annual Cost	Term Cost
<ul style="list-style-type: none"> Tuition and hire fees are charged on a term basis. Students are charged for 32 lessons annually. Lessons after this can be paid for individually. Year 12 students will be charged and receive lessons for three terms based on 24 lessons. 			
Preparatory School Pre-Primary to Year 6 Non-compulsory program	30 minute individual lesson	\$1,428.00	\$357.00
Senior School	45 minute individual lesson	\$2,142.00	\$535.50
Senior School/Year 11/12 Music ATAR students	60 minute individual lesson	\$2,856.00	\$714.00
Year 11/12 Music ATAR students	30 minute theory/composition individual lesson	Free	Free
Preparatory School Compulsory Program	Year 2 Strings Program and Year 6 Band Program	Free	Free
	Textbook	\$20.00	
Preparatory School Senior School	Extra 30 minute lessons (if required/desired)	\$44.62 each	
	Extra 45 minute lessons (if required/desired)	\$66.87 each	
	Extra 60 minute lessons (if desired/required)	\$89.25 each	
Instrument Hire Pre-Primary to Year 12	Instrument Hire	\$250.00	\$65.00

Enrolment in instrumental/vocal lessons is accepted on an annual basis via the Music Registration and Instrumental Hire form.

Eight (8) lessons per term or thirty-two (32) per year are included in the music tuition fees. Instrumental hire at a cost of \$250 per year is available for many but not all instruments. If a student discontinues an instrument during a term, the full-term charge will apply. Scholarship students will receive lessons as per the letter from the Principal, any additions or charges will require individual registration and payment of associated costs. Further detail can be found on the Music Registration and Instrumental Hire form and Terms and Conditions of Enrolment in music lessons.

Objectives

Each overseas student is enrolled at Guildford Grammar School in one the following courses:

- **Years 1 - 6 Primary Education** – day students living with resident parent only
- **Years 7 -12 Secondary Education** – day students living with resident parent only
- **Years 7-10 Secondary education and boarding**
- **Years 11-12 Senior Secondary education and boarding**

Education framework

Our educational philosophy is firmly grounded in preparing students for life beyond tomorrow. We ensure students are equipped to pursue a bright future by embracing change and recognising the opportunities of modern life. Guildford Grammar School delivers the Western Australian curriculum which leads to the achievement of a Western Australian Certificate of Education (WACE) at the end of Year 12. WACE can be achieved through an ATAR or a general pathway. The School also offers vocational courses including recognised qualifications such as a Certificate IV in Business.

Guildford Grammar School Foundation

The Guildford Grammar School Foundation aims to support the School wherever possible, and establish an on-going endowment to ensure that future generations will benefit from Guildford Grammar School. Further information about the Foundation may be obtained from the Foundation Executive Officer on (08) 9377 9222.

Parents and Friend's Society

Membership of the Parents and Friend's Society is open to any parent / guardian with a child at the School. A subscription of \$50 per family is included in the annual fee account which supports the work of the Society and its sub-committees FOPS, FOSS and BPA. The P&F Society works closely with the School to deliver value back to the community. Payment is optional. Should you choose not to subscribe please note this on your account and advise the Finance Office prior to Friday 27 January 2023.

Refund schedule

Reason for refund	Notification period	Refund
Student's application for a student visa is unsuccessful.	Before semester/education Service commences.	Full refund (less the amount specified under the student default provisions of the Commonwealth ESOS Act and Regulations [Section 29(1b) and Regulation 3.19(2)]
Student with a student visa withdraws.	<ul style="list-style-type: none"> • More than 10 weeks before semester/ education service commences. • More than 4 weeks and up to 10 weeks before semester/education service commences. • 4 weeks or less before semester/ education service commences. • After semester/education service commences and during first 4 weeks. • After semester/Education Service commences and after the fourth week. 	<ul style="list-style-type: none"> • Full refund (less maximum of 10% or \$1000, whichever is the lesser, for administrative expenses). • 70% of a semester's fees (less maximum of 10% or \$1000, whichever is the lesser, for administrative expenses). • 40% of a semester's fees (less maximum of 10% or \$1,000, whichever is the lesser, for administrative expenses). • 30% of a semester's fees (less maximum of 10% or \$1,000, whichever is the lesser, for administrative expenses). • No refund is required.
If a provider withdraws offer, fails to provide program offered or terminates an Education Service.	Before or after semester/education service commences.	The provider provides a refund under the legislative instrument in relation to any unspent pre-paid fees Section 46D(3)(b). The refund is calculated by the number of weeks from date of default to end of payment period.
If a provider withdraws a student from an Education Service because the student has seriously breached international student visa conditions or provider's rules.	After semester/education service commences.	No refund of the semester's fees and not less than 40% of fees applicable to a subsequent semester.